

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
GARFIELD COUNTY, OKLAHOMA
APPLICATION TO CONSTRUCT A DRIVEWAY ENTRANCE, WITHIN THE
GARFIELD COUNTY HIGHWAY SYSTEM.**

- 1) Full legal name, address, and telephone number of applicant:
 - Applicant Name: _____
 - Applicant Address: _____
 - Applicant Telephone Number: _____

- 2) Full legal name, and telephone number of applicant's contact person at the address set forth in section #1 above:
 - Contact Name: _____
 - Telephone number and Ext: _____
 - Secondary number for contact person: _____

- 3) Business name, address, telephone number, and name of contact person of the parent company of Applicant:
 - Business name: _____
 - Address: _____
 - Telephone number: _____
 - Contact Person: _____

- 4) The proposed entrance will be located within the following legal description, and county road designation (Section, Township, Range, Road Title)

- 5) Applicant, for itself and its parent company, understands and agrees that if the Permit is granted it shall also be subject to the following special limitations, which are hereby incorporated into the Permit by this reference:

- **Unincorporated Entrance and Culvert Requirements**

Every point of ingress or egress onto the County Right-of-Way, or construction of which requires a Right-of-Way entrance permit must utilize a drainage culvert. Driveway, and Culvert requirements are as follows:

- **Agriculture/Residential-** Entrances deemed agriculture or residential. The County Commissioners will provide up to one 30' culvert per property. The type and size of the culvert will be decided by the county commissioner, on a case-by-case basis. Any culverts, or driveways needed in addition to the one provided, must be provided by the property owner.
- **Commercial-** Entrances deemed commercial. All materials and labor must be provided by the petitioning business. The type and size of the culvert will be decided by the county commissioner, on a case-by-case basis.

- **Incorporated Entrance and Culvert Requirements**

- The County Commissioner may construct entrances in Incorporated areas of Garfield County, if an interlocal agreement is in place. This will be decided on a case-by-case basis. All materials and labor will be at the expense of the petitioning business, town, city, or property owner.

- **Entrance Construction Notice to Commissioners:**

Adequate and safe entrance on county road shall be at the discretion of the County Commissioner of that district. The Commissioner and/or Highway Superintendent shall be contacted no less than 5 days prior to the start date of the construction project. Notification by phone shall be given to the following Commissioners and/or Highway Superintendent.

District #1	David Loesch	580-862-7611
District #2	Reese Wedel	580-863-2275
District #3	Clarence Maly	580-493-2277
Hwy Supt.	Jacob Price	580-242-6013

- **Notices to Applicant:**

All notices required to be sent hereunder to Applicant may be sent to the address as set forth in section #1 above.

- **Compliance with State and Federal Law:**

Applicant warrants that it is, and always during the pendency of the permit shall be in full compliance with all state and federal laws governing Applicant's utility work.

- **Other Requirements:**

The granting of the permit may be subject to additional requirements as set forth in the permit itself. Failure to abide by the rules and conditions of Garfield County Right of Way Entrance permit will be considered a breach of contract, resulting in ceasing of work. The previously approved permit will be declared null and void. A new permit will need to be submitted for approval or denial by the Garfield County Commissioners before work can resume or continue.

- **Damages and Indemnification:**

Applicant shall pay, defend, hold harmless, and indemnify the county Commissioners and the County they represent for and/or from any loss, expense, cost, charge, damage, claim or attorney fees resulting from the construction, operation, and maintenance, or lack thereof, of utilities contemplated hereby or resulting from any breach of the conditions, warranties, and special limitations of the applicant and the permit.

- **Incorporation of Terms and Conditions:**

Upon the approval of the Application by the County Commissioners, the Permit set out herein shall be granted, subject to the full compliance with the terms and conditions of the Application and any special requests set forth in the Permit.

- **Successors and Assigns:**

The terms and conditions hereof shall be binding upon the successors and assigns of the Applicant.

- **Policies and Requirements:**

The following are standards for access drive construction with respect to drive location width, turning radius, surface materials and storm water drainage requirements.

The applicant must contact the Commissioners and/or the Highway Superintendent prior to the commencement of any construction for entrance restrictions, permissions, or any other guidelines (such as placement, materials and any other matter deemed necessary to the preconstruction meeting).

Prior to construction of any access drive, a permit shall be secured from the Garfield County Board of Commissioners. Request for such access drive permits shall be accompanied by a map drawing showing the location of the proposed access drive, vehicle use, drive dimensions, drainage pipe (area opening and length).

If the entrance adjoins a paved or chip seal road, the applicant may be required to add screenings to the entrance. The Commissioner may also require the applicant to compact the screenings if necessary. This will be determined on a case-by-case basis.

Fines and Penalties

For the installation of any access drive without first securing a permit, the party of parties in violation of this adopted policy shall stop work immediately and may be required to cover any damages or costs due to the installation of the authorized and/or non-standard access drive. No future permits shall be issued until all costs, damage repair and other requirements of these rules and regulations have been met to the satisfaction of the Garfield County Board of Commissioners.

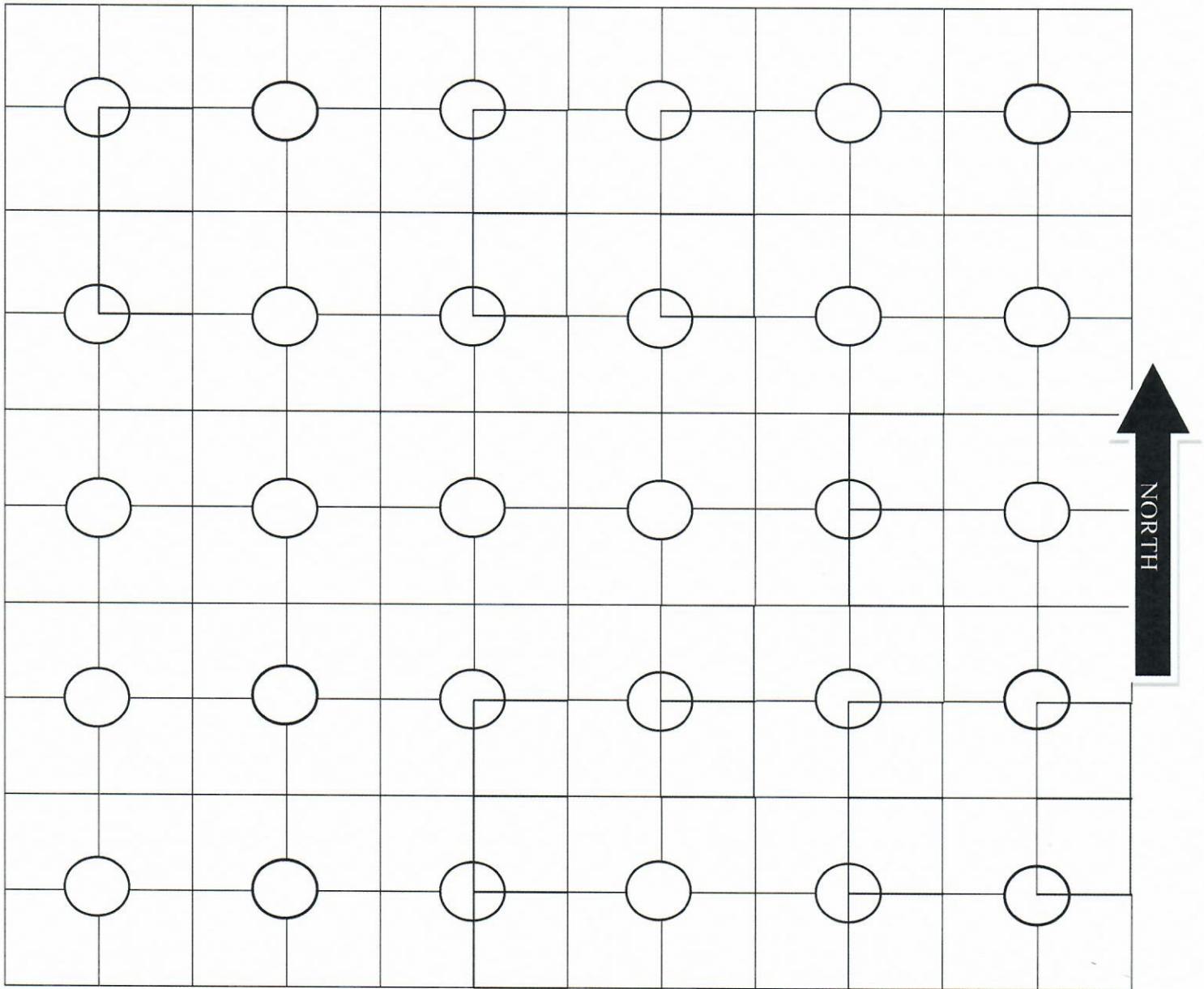
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LEGAL DESCRIPTION OF DRIVEWAY ENTRANCE

SECTION
QUARTER SECTION

TOWNSHIP
QUARTER SECTION

RANGE



Revised May 16, 2023

This application is dated this ____ day of _____, 20 __, and the Undersigned does hereby attest to the accuracy of the information contained herein and submitted herewith.

Full Legal Name of Applicant

By: _____

Title: _____

STATE OF _____ }

COUNTY OF _____ }

SS

Before me, the undersigned, a Notary Public in and for said County and State on the day of _____, 20____, personally appeared _____ to me known to be the identical person who signed the name of the maker thereof to the within and foregoing instrument as its authorized agent and acknowledged to me that he executed the same at his free and voluntary act and deed, and as the free and voluntary act and deed of said company, for the uses and purposed therein set forth.

Given under my hand and seal of office the day and year last above written.

Notary Public: _____

(SEAL)

My Commission Expires: _____

